

City of Detroit

Buildings, Safety Engineering and
Environmental Department

Permits Online

User Guide Version 1.0



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1. APPLY FOR ELEVATOR ALTER PERMIT

1.1. Transaction Scenario

1. Customer logs in with the username and password
2. Customer clicks on Apply for Alter Elevator Permit Link
3. Enter details in the User validation screen and click Submit
4. Enter the details in the Alter Elevator application and click Next Step Submit
5. Elevator Chief Logs into his account with the Username and Password
6. Alter Elevator Chief Clicks on the Form that was submitted by the customer
7. Alter Elevator chief approves the application and clicks submit
8. Alter Elevator Clicks on the Form that was submitted by the customer
9. Enter the items in the fee schedule page and click calculate cost
10. Customer must be able to see that the Plan Review is approved in his My Online Services page. Customer clicks on Pay now
11. Customer Clicks on Checkout
12. Customer enters the Card details and clicks Pay Now

1.2. User Login and Registration page

Input: Customer logs in with the username and password

Output: My Online Services page must open

Home

Home >> Online Services Login

Login to Online Application

User Name

Password

[Forgot username or Password? | Not Registered](#)

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1.3. Customer My Online Services page

Input: Customer clicks on Apply for Elevator Alter permit Link



Output: User Validation Screen must open

Pay for all selected transactions

Online Services Offered

Permits

Apply for Plumbing Permit

Apply for Electrical Permit

Apply for Elevator & Dumbwaiter Permit

Apply for Elevator Alter Permit

Apply for Building Plan Review Permit

Apply for Building Non Plan Review Permit

Apply for Mechanical Permit

Apply for Boiler Permit

Apply for Signs And Awnings Permit

Inspections

Request Inspection

LICENSES

Schedule License Exam

1.4. Contractor User Validation Screen

Input: Enter details in the User validation screen and click Submit

Output: Boiler Permit Application must open

Home Log Off

Home >> My Online Services >> User Validation

User Validation

PLEASE SELECT THE USER ROLE

☒ Contractor ☐ Contractor Authorized User

ADDRESS SEARCH

Please select the Zip code, Street name, Street number and Parcel Number of the property address where the work has to be performed.

Detroit Zip Code* 48220 Street Name* GREENSPAN Street Number* 3912

Parcel # - Owner / Business Name* 14000653-JOHNSON AUTOMOTIVE LLC

Back to My Online Services Page Submit

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1.5. Alter Elevator Contractor Permit application

Input: Enter the details in the Alter Elevator application and click Next Step Submit

Output: Customer returns to My Online Services page with the Alter Elevator Permit Application Number generated.

Floors Traveled* 6 No. of Car Entrances 1 No. of Hoistway Entrances 6

Primary Power Supply* A.C. D.C. Voltage* 480 Cycles* 60 Phase* 3

Elevator Power Supplied* Directly Through Rectifier Through M.G. Set

Describe in Detail Work to be Done*
hydraulic cylinder replacement
install roller guides replacing slide guides

List All New Equipment to be Added*
replace jack assy
install roller guide assy's

ACKNOWLEDGEMENT

☒ An Application shall be submitted and a permit obtained when the following alterations are proposed:

A change in the use, classification or operation, or a change in the control or type of operation, wiring, motor, brake, power supply, capacity, dead weight of car or counterweight, car travel, speed; size, material, or number of cables; guide rails, safety devices, governor, car sizes, hoistway or car doors or gates, door or gate contacts or mechanical locks or interlocks; electric door or gate operators; electric door safety edges or photo electric door or gate protective devices, access switches, top of car operating switched, key type emergency door release switched, emergency exit switches, anti creep, car leveling and truch zoning devices, remodeling cab interiors, pressure line guards, excess flow valves, flexible hoses in pressure lines, silencers or mufflers, and excess oil recovery devices. *

To electronically sign this agreement and signify your agreement with the above terms, type your full name and type "I Agree"

poorna * i agree * 06/09/2011

Submit Cancel

Home >> My Online Services

Welcome SANGEETHA JAGADISAN June 09, 2011

This is your Home Page from which you are able to perform all actions that you are eligible for based on your user rights. If you need to update your user profile, please select Manage My Account. Please fulfill the actions that are pending on your previous transaction(s) as required.

My Online Work History | Manage My Account

Pending Work

Your Elevator Alter Permit application is submitted with the reference number EVA-2011-00844

Summary Permits Inspections

DATE	STREET ADDRESS	REF. NO.	APP. TYPE	APP. STATUS	ACTION
06/09/2011	17611 W GRAND RIVER	EVA-2011-00837	ELEVATOR ALTER PERMIT	Plan Review In Progress	Wait For Approval
06/09/2011	3912 GREENSPAN	EVA-2011-00844	ELEVATOR ALTER PERMIT	Plan Review In Progress	Wait For Approval

Online Services Offered

Permits

Apply for Plumbing Permit Apply for Building Non Plan Review Permit

Apply for Electrical Permit Apply for Mechanical Permit

Apply for Elevator & Dumbwaiter Permit Apply for Boiler Permit



1.6. Elevator Chief Login and registration page

Input: Elevator Chief Logs into his account with the Username and Password

Output: Elevator Chief's My Online services Page must open

Online Services Login

Login to Online Application

User Name

Password

[Forgot username](#) or [Password?](#)

Home >> Online Services >> Elevator Alter Permit Application

Application for Permit to Alter Elevator, Dumbwaiter or Escalator

Grand Total Fee \$ Date 06/09/2011

ELEVATOR CONTRACTOR INFORMATION

Name of Elevator Contractor		License No.	
<input type="text" value="ALAN DONALD"/>		<input type="text" value="ALT-12321-1024"/>	
Street Number	<input type="text" value="21009"/>	Street Name	<input type="text" value="SOMERSET BLVD"/>
City	<input type="text" value="WEST HAMPSHIRE"/>	Suite #	<input type="text"/>
State	<input type="text" value="MI"/>	Zip Code	<input type="text" value="48091"/>

PROPERTY INFORMATION

Street Number	<input type="text" value="3912"/>	Street Name	<input type="text" value="GREENSPAN"/>
City	<input type="text" value="DETROIT"/>	Suite #	<input type="text"/>
State	<input type="text" value="MI"/>	Zip Code	<input type="text" value="48220"/>

OWNER INFORMATION

Licensee		<input type="text" value="JOHNSON AUTOMOTIVE LLC"/>	
Street Number	<input type="text"/>	Street Name	<input type="text" value="4015 MICHIGAN AVE"/>
City	<input type="text" value="DETROIT"/>	Suite #	<input type="text"/>
State	<input type="text" value="MI"/>	Zip Code	<input type="text" value="48210-3266"/>

ELEVATOR INFORMATION

Elevator-Dumbwaiter-Escalator-City Serial Number*		<input type="text" value="470711111"/>	
Indicate if:*		<input checked="" type="radio"/> Elevator <input type="radio"/> Dumbwaiter <input type="radio"/> Escalator	
Type of Elevator:*		<input checked="" type="checkbox"/> Passenger <input type="checkbox"/> Freight <input type="checkbox"/> Electric <input type="checkbox"/> Hydraulic <input type="checkbox"/> Hand-Powered	
Capacity	<input type="text" value="2500"/>	Speed*	<input type="text" value="200"/>
Rise in Feet*	<input type="text" value="50'6"/>		



1.7. [Elevator Chief My Online Service Page](#)

Input: Elevator Chief Clicks on the Form that was submitted by the customer

Output: Elevator Chief's review signs and poster board page must open

WELCOME, SATISH JAGDESIAN June 09, 2011

This is your Home Page from which you are able to perform all actions that you are eligible for based on your user rights. If you need to update your user profile, please select Manage My Account. Please fulfill the actions that are pending on your previous transaction(s) as required.

[Property/Permits Search](#) | [Accept Payment](#) | [My Online Work History](#) | [Manage My Account](#)

Pending Transactions - Plan Review

DATE	STREET ADDRESS	REFERENCE NO.	APPLICATION TYPE	STATUS	ACTION
06/09/2011	3912 GREENSPAN	EVA-2011-00844	Elevator Alter	Plan Review Initiated	Assign Plan
06/09/2011	17611 W GRAND RIVER	EVA-2011-00837	Elevator Alter	Plan Review Initiated	Assign Plan
06/09/2011	16855 PARKSIDE	EVI-2011-00839	Elevator Install	Plan Review Assigned	Review Plan

1.8. [Review Elevator Alter Permit Application](#)

Input: Elevator Chief approves the application and clicks submit

Output: Elevator chief's my online service page should be open



My Online Services >> Review Permit Application

Review Elevator Alter Permit Application

PERMIT INFORMATION

Application # EVA-2011-00844	Date of Application Submitted 06/09/2011	PERMIT TYPE Elevator Alter
---------------------------------	---	-------------------------------

REVIEWER	DATE RECEIVED	DATE UPDATED	UPDATE RECORD	DISPOSITION	BY	COMMENTS
Final Approval	06/09/2011	06/09/2011	<input type="checkbox"/>	Select ▼		

[View Permit Application and Status Details](#)

REVIEWER ACKNOWLEDGEMENT

☐ I acknowledge that I have read all the information on this permit application, that the information is correct, and agree to comply with applicable provisions of the City of Detroit Codes. *

To electronically sign this agreement and signify your agreement with the above terms, type your full name and type "I Agree"

SATISH JAGADISHAN	Type "I Agree" *	06/09/2011
-------------------	------------------	------------

[Submit](#) [Cancel](#)

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Input: Click on the Calculate Cost link next to the approved application

Output: Boiler fee schedule page must open

My Online Services

Welcome SATISH JAGADISHAN

June 16, 2011

This is your Home Page from which you are able to perform all actions that you are eligible for based on your user rights. If you need to update your user profile, please select Manage My Account. Please fulfill the actions that are pending on your previous transaction(s) as required.

[Property/Permits Search](#) | [Accept Payment](#) | [My Online Work History](#) | [Manage My Account](#)

Pending Transactions - Plan Review

DATE	STREET ADDRESS	REFERENCE NO.	APPLICATION TYPE	STATUS	ACTION
06/14/2011	17527 OAK DR	EVI-2011-00977	Elevator Install	Plan Review Initiated	Assign Plan
06/09/2011	3912 GREENSPAN	EVA-2011-00844	Elevator Alter	Plan Review Assigned	Review Plan
06/10/2011	3926 GREENSPAN	EVA-2011-00895	Elevator Alter	Cost Calculated	Recalculate
06/10/2011	3912 GREENSPAN	EVA-2011-00897	Elevator Alter	Final Approval Received For Plan Review	Calculate Cost
06/15/2011	18316 W SEVEN MILE	EVA-2011-01029	Elevator Alter	Final Approval Received For Plan Review	Calculate Cost
06/09/2011	17611 W GRAND RIVER	EVA-2011-	Elevator Alter	Plan Review	Assign Plan



1.9. Elevator Chief Fee Schedule

Input: Enter the items in the fee schedule page and click calculate cost

Output: Cost must be calculated for the entered items

Input: Acknowledge the form and click on Submit

Output: Chief's My Online Services page must open must get a message that Plan Review costing has been saved successfully



Costing Permit Application

PERMIT INFORMATION

APP. #	Date of Application Submitted	PERMIT TYPE
EVA-2011-00857	06/09/2011	Elevator Alter

Please Note: If re-inspection is required, additional inspection fee applies.

Item Id	Item Name	Fee	# Items	Total	Instructions
INSTALLATION PERMITS					
Each elevator, passenger and freight (does not include private residence elevator)					
3600	Base Price	\$229.00	2		
3610	For each floor traveled by the elevator	\$43.00	2		
3620	For each hoist-way entrance opening	\$43.00	2		
3630	Maximum for any one elevator(The number of floor traveled by the elevator shall include basement and balcony floors.)	\$1,121.00	2		
3640	Counter weight safety control assembly	\$276.00	2		
3650	Private Residence Elevator-Each	\$329.00	2		
3660	Inclined Stair Lift (residence) - Each	\$138.00	2		
3670	Wheelchair Elevating Device (in private residence) - Each	\$129.00	2		
3680	Barrier Free Lifting Device	\$551.00	2		
Wheelchair Elevating Device (in other than private residence)					
3700	Each	\$276.00	2		
3710	Inclined Stair Lift (in other than private residence) - Each	\$276.00	2		
3720	Dumbwaiter - Each: Traveling 5 stories or less	\$216.00	2		
3730	Traveling more than 5 stories	\$253.00	2		
3740	Manlift	\$551.00	2		
3750	Escalator - Each	\$551.00	2		
3760	Personnel Hoist - Each	\$1,138.00	2		
Powered Service Platform - Each					
3780	To service building up to ten (10) stories	\$681.00	2		
3790	For each additional ten (10) stories or portion thereof	\$345.00	2		
3800	Maximum Fee	\$1,177.00	2		
Additions and alterations to existing elevating devices					



Alterations to control or type of operation				
3840	Base Price	\$276.00	<input type="text" value="2"/>	
3850	For each hoist-way entrance opening	\$43.00	<input type="text" value="2"/>	
3860	Maximum Fee	\$896.00	<input type="text" value="2"/>	
3870	All other major alterations or additions - First	\$142.00	<input type="text" value="2"/>	
3880	Each additional alteration or addition	\$90.00	<input type="text" value="2"/>	
3890	Failure to obtain permits	\$268.00	<input type="text" value="2"/>	
3900	Replacement of valve on hydraulic elevator (2 hour standing time)	\$394.00	<input type="text" value="2"/>	
Permit				
3920	Hydraulic Jack Assembly Replacement	\$594.00	<input type="text" value="2"/>	
3930	Hydraulic Pipe Replacement	\$394.00	<input type="text" value="2"/>	
3940	Brake Assembly Replacement	\$394.00	<input type="text" value="2"/>	
3950	Safeties Replacement	\$394.00	<input type="text" value="2"/>	
3960	Governor Replacement	\$394.00	<input type="text" value="2"/>	
3970	Rope Gripper	\$394.00	<input type="text" value="2"/>	
ANNUAL LICENSES				
Dumbwaiter				
4000	Each Traveling 5 stories or less	\$135.00	<input type="text" value="2"/>	
4010	Traveling more than 5 stories	\$153.00	<input type="text" value="2"/>	
4020	Escalator - Each	\$206.00	<input type="text" value="2"/>	
Freight or Passenger - Each				
4040	Elevators traveling five (5) stories or less	\$173.00	<input type="text" value="2"/>	
4050	Elevators traveling more than five (5) stories	\$200.00	<input type="text" value="2"/>	
Inclined lift and wheelchair elevating devices:				
4070	(In other than private residences) - each	\$90.00	<input type="text" value="2"/>	
4080	Manlift - Each	\$215.00	<input type="text" value="2"/>	
4090	Personnel Hoist - Each	\$235.00	<input type="text" value="2"/>	
4100	Powered Service Platform - Each	\$353.00	<input type="text" value="2"/>	
INSPECTION - CERTIFICATES FOR				



4090	Personnel Hoist - Each	\$235.00	2	\$470.00
4100	Powered Service Platform - Each	\$353.00	2	\$706.00
INSPECTION - CERTIFICATES FOR				
Special or shop inspection of elevating devices:				
4130	Per Hour (Minimum 1 Hours Time)	\$134.00	2	\$268.00
4140	Replacement of elevator capacity sign	\$36.00	2	\$72.00
4150	Permanent elevator for temporary use	\$235.00	2	\$470.00
4160	Emergency Generator/Fireman Return Service Test on regular time per hour per Inspector	\$134.00	2	\$268.00
Subtotal				\$30,998.00
REVIEWER ACKNOWLEDGEMENT				
<input type="checkbox"/> I acknowledge that I have read all the information on this permit application, that the information is correct, and agree to comply with applicable provisions of the City of Detroit Codes.				
To electronically sign this agreement and signify your agreement with the above terms, type your full name and type "I Agree".				
SATISH JAGADISHAN		Type 'I Agree'	*	06/09/2011
<div>Calculate Cost for the Items Submit Cancel</div>				

1.10. Alter Elevator Contractor My Online Services

Input: Customer must be able to see that the Plan Review is approved in his My Online Services page. Customer clicks on Pay now

Output: Payment Summary Page must open

Pending Work

Your Elevator Alter Permit application is submitted with the reference number EVA-2011-00857

Summary **Permits** **Inspections**

DATE	STREET ADDRESS	REF. NO.	APP. TYPE	APP. STATUS	ACTION
06/09/2011	17611 W GRAND RIVER	EVA-2011-00837	ELEVATOR ALTER PERMIT	Plan Review In Progress	Wait For Approval
06/09/2011	3912 GREENSPAN	EVA-2011-00844	ELEVATOR ALTER PERMIT	Plan Review In Progress	Wait For Approval
<input type="checkbox"/> 06/09/2011	14003 AUBURN	EVA-2011-00850	ELEVATOR ALTER PERMIT	Plan Review Is Approved/Pending Payment	Pay Now
<input type="checkbox"/> 06/09/2011	3912 GREENSPAN	EVA-2011-00854	ELEVATOR ALTER PERMIT	Plan Review Is Approved/Pending Payment	Pay Now
06/09/2011	18316 W SEVEN MILE	EVA-2011-00857	ELEVATOR ALTER PERMIT	Plan Review In Progress	Wait For Approval

Pay for all selected transactions

Online Services Offered

Permits

[Apply for Plumbing Permit](#)[Apply for Building Non Plan Review Permit](#)

[Apply for Electrical Permit](#)[Apply for Mechanical Permit](#)



1.11. Alter Elevator Contractor Summary of Permit Application Payment

Input: Customer Clicks on Checkout

Output: Customer Payment Selection page must open

Director
Michael Taylor
Deputy Director
Buildings, Safety Engineering
& Environmental Department

Home Log Off

Home >> My Online Services >> Summary of Permit Application Payment

Summary of Permit Application Payment

Select ALL/NONE	APP. #	PERMIT TYPE	LOCATION	AMOUNT
<input checked="" type="checkbox"/>	EVA-2011-00854	ELEVATOR ALTER PERMIT	3912 GREENSPAN	\$30,998.00

Total Payment Due \$30,998.00
Transaction Fees \$899.24
Grand Total \$31,897.24

Calculate Cost for the Items

Checkout Cancel

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1.12. Alter Elevator Contractor Direct Payment

Input: Customer enters the Card details and clicks Pay Now

Output: Payment Confirmation Screen must be seen with the generated Permit Number

Total Payment Due \$31,897.24

PAY WITH PAYPAL

Check out with PayPal

OR

PAY WITH CREDIT CARD

Payment Type* Visa

Cardholders First Name* test

Cardholders Last Name* user

Card Number* 4240520213740979

Card Verification Value* 456 CVV2

Expiration Date* January 2011

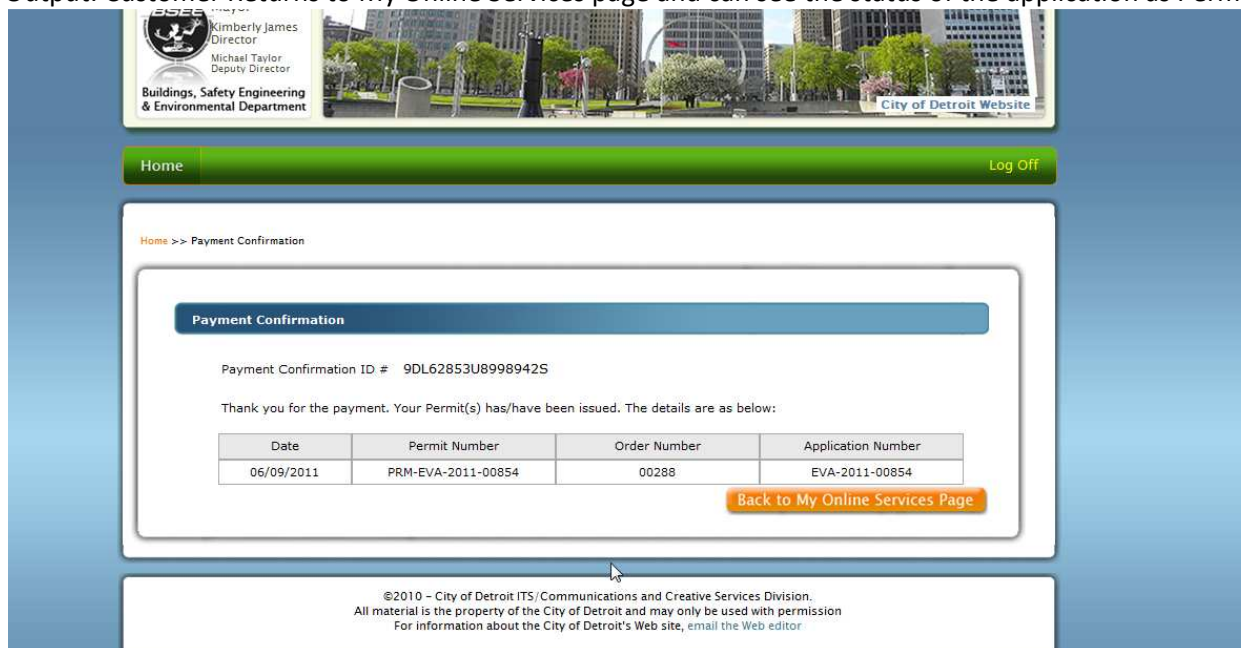
☐ Please mail me a copy of Permit Issued.

Pay Now Cancel

1.13. [Alter Elevator Contractor Payment Confirmation page](#)

Input: Click on Back to My Online Services

Output: Customer Returns to My Online Services page and can see the status of the application as Permit Issued



Home Log Off

Home >> Payment Confirmation

Payment Confirmation

Payment Confirmation ID # 9DL62853U8998942S

Thank you for the payment. Your Permit(s) has/have been issued. The details are as below:

Date	Permit Number	Order Number	Application Number
06/09/2011	PRM-EVA-2011-00854	00288	EVA-2011-00854

[Back to My Online Services Page](#)

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2. APPLY FOR ELEVATOR INSTALL PERMIT

2.1. [Transaction Scenario](#)

1. Customer logs in with the username and password
2. Customer clicks on Apply for Install Elevator Permit Link
3. Enter details in the User validation screen and click Submit
4. Enter the details in the Install Elevator application and click Next Step Submit
5. Elevator Chief Logs into his account with the Username and Password
6. Install Elevator Chief Clicks on the Form that was submitted by the customer
7. Install Elevator chief approves the application and clicks submit
8. Install Elevator Clicks on the Form that was submitted by the customer
9. Enter the items in the fee schedule page and click calculate cost
10. Customer must be able to see that the Plan Review is approved in his My Online Services page. Customer clicks on Pay now
11. Customer Clicks on Checkout
12. Customer enters the Card details and clicks Pay Now

2.2. [User Login and Registration page](#)

Input: Customer logs in with the username and password

Output: My Online Services page must open



Home >> Online Services Login

Login to Online Application

User Name

Jasoninstall

Password

••••••••

Submit

Cancel

Forgot username or Password? | Not Registered

2.3. [Contractor My Online Services page](#)

Input: Customer clicks on Apply for Install Elevator Permit Link

Output: User Validation Screen must open

Summary

Permits

Inspections

DATE	STREET ADDRESS	REF. NO.	APP. TYPE	APP. STATUS	ACTION
04/15/2011	3685 THEODORE	PLU-2011-00061	PLUMBING REGISTRATION	Permit Issued	Print Permit
<input type="checkbox"/> 05/31/2011	20123 CARDONI	ELE-2011-00616	ELECTRICAL PERMIT	Pending Payment	Pay Fee
06/09/2011	16855 PARKSIDE	EVI-2011-00839	ELEVATOR INSTALL PERMIT	Plan Review In Progress	Wait For Approval
06/09/2011	17611 W GRAND RIVER	EVI-2011-00863 Add To Permit	ELEVATOR INSTALL PERMIT	Permit Issued	Request An Inspection
<input type="checkbox"/> 06/10/2011	5241 CANTON	EVI-2011-00893	ELEVATOR INSTALL PERMIT	Plan Review Is Approved/Pending Payment	Pay Now

Pay for all selected transactions

Online Services Offered

Permits

Apply for Plumbing Permit

Apply for Electrical Permit

Apply for Elevator & Dumbwaiter Permit

Apply for Elevator Alter Permit

Apply for Building Plan Review Permit

Apply for Building Non Plan Review Permit

Apply for Mechanical Permit

Apply for Boiler Permit

Apply for Signs And Awnings Permit

Inspections

Request Inspection



2.4. Contractor User Validation Screen

Input: Enter details in the User validation screen and click Submit

Output: Install Elevator Permit Application must open

2.5. Install Elevator Contractor Permit application

Input: Enter the details in the Install Elevator application and click Next Step Submit

Output: Customer returns to My Online Services page with the Install Elevator Permit Application Number generated.



Controller: Type number	Overload relay	Sequence relay
Reverse phase relay	Limit switches	Slow down switch
		Line fuse size
Does all wiring conform to the National Electrical Code? <input checked="" type="checkbox"/> Yes		

CAR		
Operating mechanism push button	Emergency stop switch yes	Door cut-out switch
Door or gate switch	Telephone or alarm bell both	Enclosure kind steel
Car entrance protection: Door or gates door	Number one	Closed by power
Car entrance: Height 84"	Width 42"	Height of enclosure 7'3 1/2"
Lighted by fluorescent	Emergency exits: Dimensions - Top	Sides
Contacts	Platform-Inside dimensions 6'-8" x 4'-3 1/2"	Floor material carpenter steel
Enclosure ventilation by fan	Car structure: Size crosshead members	Safety plank
Side beams	Joists	Type of car safety
Governor type	Location	Tripping speed

CABLES					
Number	HOISTING 100 *	CAR CWT.	DRUM CWT.	GOVERNOR 11 *	COMPENSATING
Diameter	11 *			11 *	
Material	1 *			22 *	
Tensile strength					
Equalizers: Make					

HOISTWAY	
Enclosures: Describe* block	Hoistway doors: Type* steel
Door Interlocks: Typs and mfrs. number* otis 6970A	Underwriter approved yes

HOISTWAY			
Enclosures: Describe* block	Hoistway doors: Type* steel		
Door Interlocks: Typs and mfrs. number* otis 6970A	Underwriter approved yes		
Width of Openings* 42	Height* 7	Door material* steel	Car runby: Top Bottom
Guide rail size: Main Cwt.	Distance between supports		
Buffers: Type - Car Cwt.	stroke	Overall length	

CLEARANCES	
Pit depth 6'	Car clearance: Top Bottom
Counterweight clearance: Top Bottom	
Clearance-Edge of car platform to landing sill edge	
Clearance between car and hoistway enclosure opposite car opening	
Clearance between landing door and edge of landing threshold	
Clearance between highest projection on car and overhead structure vertically above	
Clearance between car buffer and car striker block with car level at lower landing	
Clearance between cwt. buffer and cwt. striker block with car level at top landing	

HYDRAULIC ELEVATORS			
Kind	Kind of pump	Pressure developed	
Kind of valves	Pipe: Kind Dia.	Relief Valve	
Plunger: Dia.	Wall Thickness	Cylinder: Dia.	Wall Thickness

ACKNOWLEDGEMENT	
<input checked="" type="checkbox"/> It is hereby agreed that if this application is granted and a permit issued therefor, that this elevator will conform in every detail with the ordinances regulating elevators in the City of Detroit. This elevator will not be operated until the ordinance is satisfied and a license therefor issued by the Department of Buildings, Safety Engineering and Environmental. *	
To electronically sign this agreement and signify your agreement with the above terms, type your full name and type "I Agree".	
poorna *	i agree * 06/08/2011



2.6. Elevator Chief Login and registration page

Input: Elevator Chief Logs into his account with the Username and Password

Output: Elevator Chief's My Online services Page must open

City of Detroit
BSEE
Dave Bing
Mayor
Kimberly James
Director
Michael Taylor
Deputy Director
Buildings, Safety Engineering
& Environmental Department

City of Detroit Website

Online Services Login

Login to Online Application

User Name

Password

[Forgot username or Password?](#)

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2.7. Elevator Chief My Online Service Page

Input: Install Elevator Chief Clicks on the Form that was submitted by the customer

Output: Install Elevator Chief's review Install Elevator page must open

Welcome SATISH JAGADISHAN June 09, 2011

This is your Home Page from which you are able to perform all actions that you are eligible for based on your user rights. If you need to update your user profile, please select Manage My Account. Please fulfill the actions that are pending on your previous transaction(s) as required.

[Property/Permits Search](#) | [Accept Payment](#) | [My Online Work History](#) | [Manage My Account](#)

Pending Transactions - Plan Review

DATE	STREET ADDRESS	REFERENCE NO.	APPLICATION TYPE	STATUS	ACTION
06/09/2011	3912 GREENSPAN	EVA-2011-00844	Elevator Alter	Plan Review Assigned	Review Plan
06/09/2011	17611 W GRAND RIVER	EVA-2011-00837	Elevator Alter	Plan Review Initiated	Assign Plan
06/09/2011	14003 AUBURN	EVA-2011-00850	Elevator Alter	Cost Calculated	Recalculate
06/09/2011	16855 PARKSIDE	EVI-2011-00839	Elevator Install	Plan Review Assigned	Review Plan
06/09/2011	17611 W GRAND RIVER	EVI-2011-00863	Elevator Install	Plan Review Initiated	Assign Plan



2.8. Review Elevator Install Permit Application

Input: Install Elevator chief approves the application and clicks submit

Output: Install Elevator chief's my online service page should be open.

My Online Services >> Review Permit Application

Review Elevator Install Permit Application

PERMIT INFORMATION

Application #	Date of Application Submitted	PERMIT TYPE
EVI-2011-00863	06/09/2011	Elevator Install

REVIEWER	DATE RECIEVED	DATE UPDATED	UPDATE RECORD	DISPOSITION	BY	COMMENTS
Final Approval	06/09/2011	06/09/2011	<input type="checkbox"/>	Select		

View Permit Application and Status Details

REVIEWER ACKNOWLEDGEMENT

☐ I acknowledge that I have read all the information on this permit application, that the information is correct, and agree to comply with applicable provisions of the City of Detroit Codes. *

To electronically sign this agreement and signify your agreement with the above terms, type your full name and type "I Agree"

SATISH JAGADISHAN Type "I Agree" * 06/09/2011

Submit Cancel

This is your Home Page from which you are able to perform all actions that you are eligible for based on your user rights. If you need to update your user profile, please select Manage My Account. Please fulfill the actions that are pending on your previous transaction(s) as required.

[Property/Permits Search](#) | [Accept Payment](#) | [My Online Work History](#) | [Manage My Account](#)

Pending Transactions - Plan Review

DATE	STREET ADDRESS	REFERENCE NO.	APPLICATION TYPE	STATUS	ACTION
06/09/2011	3912 GREENSPAN	EVA-2011-00844	Elevator Alter	Plan Review Assigned	Review Plan
06/09/2011	17611 W GRAND RIVER	EVA-2011-00837	Elevator Alter	Plan Review Initiated	Assign Plan
06/09/2011	14003 AUBURN	EVA-2011-00850	Elevator Alter	Cost Calculated	Recalculate
06/09/2011	16855 PARKSIDE	EVI-2011-00839	Elevator Install	Plan Review Assigned	Review Plan
06/09/2011	17611 W GRAND RIVER	EVI-2011-00863	Elevator Install	Final Approval Received For Plan Review	Calculate Cost



2.9. Elevator Chief Fee Schedule

Input: Install Elevator Clicks on the Form that was submitted by the customer

Output: Signs Fee Schedule page must open

My Online Services >> Costing Permit Application

Costing Permit Application

PERMIT INFORMATION

APP. #	Date of Application Submitted	PERMIT TYPE
EVI-2011-00863	06/09/2011	Elevator Install

Please Note: If re-inspection is required, additional inspection fee applies.

Item Id	Item Name	Fee	# Items	Total	Instructions
INSTALLATION PERMITS					
Each elevator, passenger and freight (does not include private residence elevator)					
3600	Base Price	\$229.00	<input type="text" value="1"/>	\$229.00	
3610	For each floor traveled by the elevator	\$43.00	<input type="text" value="1"/>	\$43.00	
3620	For each hoist-way entrance opening	\$43.00	<input type="text" value="1"/>	\$43.00	
3630	Maximum for any one elevator(The number of floor traveled by the elevator shall include basement and balcony floors.)	\$1,121.00	<input type="text" value="1"/>	\$1,121.00	
3640	Counter weight safety control assembly	\$276.00	<input type="text" value="1"/>	\$276.00	
3650	Private Residence Elevator-Each	\$329.00	<input type="text" value="1"/>	\$329.00	
3660	Inclined Stair Lift (residence) - Each	\$138.00	<input type="text" value="1"/>	\$138.00	
3670	Wheelchair Elevating Device (in private residence) - Each	\$129.00	<input type="text" value="1"/>	\$129.00	
3680	Barrier Free Lifting Device	\$551.00	<input type="text" value="1"/>	\$551.00	
Wheelchair Elevating Device (in other than private residence)					
3700	Each	\$276.00	<input type="text" value="1"/>	\$276.00	
3710	Inclined Stair Lift (in other than private residence) - Each	\$276.00	<input type="text" value="1"/>	\$276.00	
3720	Dumbwaiter - Each: Traveling 5 stories or less	\$216.00	<input type="text" value="1"/>	\$216.00	
3730	Traveling more than 5 stories	\$253.00	<input type="text" value="1"/>	\$253.00	
3740	Manlift	\$551.00	<input type="text" value="1"/>	\$551.00	
3750	Escalator - Each	\$551.00	<input type="text" value="1"/>	\$551.00	
3760	Personnel Hoist - Each	\$1,138.00	<input type="text" value="1"/>	\$1,138.00	
Powered Service Platform - Each					
3780	To service building up to ten (10) stories	\$681.00	<input type="text" value="1"/>	\$681.00	
3790	For each additional ten (10) stories or portion thereof	\$345.00	<input type="text" value="1"/>	\$345.00	
3800	Maximum Fee	\$1,177.00	<input type="text" value="1"/>	\$1,177.00	



3820	Alterations to power supply	\$204.00	<input type="text" value="1"/>	\$204.00
Alterations to control or type of operation				
3840	Base Price	\$276.00	<input type="text" value="1"/>	\$276.00
3850	For each hoist-way entrance opening	\$43.00	<input type="text" value="1"/>	\$43.00
3860	Maximum Fee	\$896.00	<input type="text" value="1"/>	\$896.00
3870	All other major alterations or additions - First	\$142.00	<input type="text" value="1"/>	\$142.00
3880	Each additional alteration or addition	\$90.00	<input type="text" value="1"/>	\$90.00
3890	Failure to obtain permits	\$268.00	<input type="text" value="1"/>	\$268.00
3900	Replacement of valve on hydraulic elevator (2 hour standing time)	\$394.00	<input type="text" value="1"/>	\$394.00
Permit				
3920	Hydraulic Jack Assembly Replacement	\$594.00	<input type="text" value="1"/>	\$594.00
3930	Hydraulic Pipe Replacement	\$394.00	<input type="text" value="1"/>	\$394.00
3940	Brake Assembly Replacement	\$394.00	<input type="text" value="1"/>	\$394.00
3950	Safeties Replacement	\$394.00	<input type="text" value="1"/>	\$394.00
3960	Governor Replacement	\$394.00	<input type="text" value="1"/>	\$394.00

3970	Rope Gripper	\$394.00	<input type="text" value="1"/>	\$394.00
ANNUAL LICENSES				
Dumbwaiter				
4000	Each Traveling 5 stories or less	\$135.00	<input type="text" value="1"/>	\$135.00
4010	Traveling more than 5 stories	\$153.00	<input type="text" value="1"/>	\$153.00
4020	Escalator - Each	\$206.00	<input type="text" value="1"/>	\$206.00
Freight or Passenger - Each				
4040	Elevators traveling five (5) stories or less	\$173.00	<input type="text" value="1"/>	\$173.00
4050	Elevators traveling more than five (5) stories	\$200.00	<input type="text" value="1"/>	\$200.00
Inclined lift and wheelchair elevating devices:				
4070	(In other than private residences) - each	\$90.00	<input type="text" value="1"/>	\$90.00
4080	Manlift - Each	\$215.00	<input type="text" value="1"/>	\$215.00
4090	Personnel Hoist - Each	\$235.00	<input type="text" value="1"/>	\$235.00
4100	Powered Service Platform - Each	\$353.00	<input type="text" value="1"/>	\$353.00
INSPECTION - CERTIFICATES FOR				
Special or shop inspection of elevating devices:				



4090	Personnel Hoist - Each	\$235.00	1	\$235.00
4100	Powered Service Platform - Each	\$353.00	1	\$353.00
INSPECTION - CERTIFICATES FOR				
Special or shop inspection of elevating devices:				
4130	Per Hour (Minimum 1 Hours Time)	\$134.00	1	\$134.00
4140	Replacement of elevator capacity sign	\$36.00	1	\$36.00
4150	Permanent elevator for temporary use	\$235.00	1	\$235.00
4160	Emergency Generator/Fireman Return Service Test on regular time per hour per Inspector	\$134.00	1	\$134.00
Subtotal				\$15,499.00

REVIEWER ACKNOWLEDGEMENT

☐ I acknowledge that I have read all the information on this permit application, that the information is correct, and agree to comply with applicable provisions of the City of Detroit Codes.

To electronically sign this agreement and signify your agreement with the above terms, type your full name and type "I Agree".

SATISH JAGADISHAN Type "I Agree" * 06/09/2011

[Calculate Cost for the Items](#) [Submit](#) [Cancel](#)

2.10. [Install Elevator Contractor My Online Services](#)

Input: Enter the items in the fee schedule page and click calculate cost

Output: Cost must be calculated for the entered

Pending Work

Summary **Permits** Inspections

	DATE	STREET ADDRESS	REF. NO.	APP. TYPE	APP. STATUS	ACTION
	04/15/2011	3685 THEODORE	PLU-2011-00061	PLUMBING REGISTRATION	Permit Issued	Print Permit
	06/09/2011	16855 PARKSIDE	EVI-2011-00839	ELEVATOR INSTALL PERMIT	Plan Review In Progress	Wait For Approval
<input type="checkbox"/>	06/09/2011	17611 W GRAND RIVER	EVI-2011-00863	ELEVATOR INSTALL PERMIT	Plan Review Is Approved/ Pending Payment	Pay Now

[Pay for all selected transactions](#)

Online Services Offered

Permits

[Apply for Plumbing Permit](#) [Apply for Building Non Plan Review Permit](#)
[Apply for Electrical Permit](#) [Apply for Mechanical Permit](#)



2.11. Install Elevator Contractor Summary of Permit Application Payment

Input: Customer must be able to see that the Plan Review is approved in his My Online Services page. Customer clicks on Pay now

Output: Payment Summary Page must open

Home >> My Online Services >> Summary of Permit Application Payment

Summary of Permit Application Payment

Select ALL/NONE	APP. #	PERMIT TYPE	LOCATION	AMOUNT
<input checked="" type="checkbox"/>	EVI-2011-00863	ELEVATOR INSTALL PERMIT	17611 W GRAND RIVER	\$15,365.00

Total Payment Due \$15,365.00
Transaction Fees \$445.88
Grand Total \$15,810.88

[Calculate Cost for the Items](#)

[Checkout](#) [Cancel](#)

2.12. Install Elevator Contractor Direct Payment

Input: Customer Clicks on Checkout

Output: Customer Payment Selection page must open



Total Payment Due \$15,810.88

PAY WITH PAYPAL

Check out with

OR

PAY WITH CREDIT CARD

Payment Type* Visa

Cardholders First Name* test

Cardholders Last Name* user

Card Number* 4240520213740979

Card Verification Value* 456 CVV2

Expiration Date* January 2014

☐ Please mail me a copy of Permit Issued.

Pay Now Cancel

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2.13. [Install Elevator Contractor Payment Confirmation page](#)

Input: Customer enters the Card details and clicks Pay Now

Output: Payment Confirmation Screen must be seen with the generated Permit Number

Dave Bing Mayor
Kimberly James Director
Michael Taylor Deputy Director
Buildings, Safety Engineering & Environmental Department

Home Log Off

Home >> Payment Confirmation

Payment Confirmation

Payment Confirmation ID # 0F788442KF924030W

Thank you for the payment. Your Permit(s) has/have been issued. The details are as below:

Date	Permit Number	Order Number	Application Number
06/09/2011	PRM-EVI-2011-00863	00292	EVI-2011-00863

Back to My Online Services Page

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